

3 West iNET access list (as of 6/18/12)

<i>Drug Analysis Lab</i>	UMASS personnel (facilities, housekeeping, security)
Elisabeth O'Brien	
Gloria Phillips	
Shirley Sprague	
Janice Zanolli	
Charles Salemi	
Zhi Tan	
Michael Lawler	
James Hanchett	
Nicole Medina	
Kate Corbett	
Daniel Renczkowski	
Peter Piro	
Mai Tran	
Lisa Glazer	
Stacey Desjardins (Feiden)	
Daniella Frasca	

BLS Admin

Linda Han
Dina Caloggero
Kathleen Nawn

BLS Central Lab Services

John Gallagher
John Conley
Alan Borne
Suzanne Govan
Lemuel Belgrade
Marie Preval
Juanita Govan
Richard Borsari

Analytical Chemistry

Julianne Nassif

CT/Env Chem

Jennifer Jenner
Peter Kane
Linwood Noddin

MDPH JP Central Services

Grace Connolly
Paul Walsh
Deborah Danforth
Gary Fausett

Bruce Hannon

Jill Clemmer

Jane Gu

John Gillis

Paul Servizio

Nicole Clark

Sydney Fuller-Jones

Information Technology

William Dole
Sada Basani
Michael Normand
Ramana Reddy
Prabhu Elumalai
Gunasundari Veerapandian
Vince Regina
Ping Zou
Ivy Thomas
Paul Seeborg

Lead Lab

Alan Rubin
Amy Tan
Patrick Kataramu
Ngozi Ogbue
Michael Poe
Felipe Alfonso
Gloria Cheng

CHLP

Mary Madden
Paul Daly
Shelia Stallings
Thuy Hunt

BHQM Nancy O'Leary (drug insp)

BEH

Kim Foley (FPP)
Tara Harris (FPP)

Implementation Checklist
3 WEST

A. Internal customers

1. 3 West LSS activation

Identify personnel for 3 West access card activation
Identify 3 West personnel who haven't had LSS Floor training in the past
Perform LSS floor training as needed and complete acceptance agreement
Personnel being activated: Email regarding- activation date; 3 West being a secured area, include information about how to request access, report problems, contacts for info
All hands: Email regarding- activation date; 3 West being a secured area, include information about how to request access, report problems, contacts for info
Apply 3 West to access cards
Post signs at 3 West elevator lobby door and stairwell 1 door regarding secured area, access procedures, Drug Lab phone contact
Power up 3 West doors/ Date:

2. Develop and Implement 3 West access request procedure

Update UMASS Security Access Form (yellow sheet).
Add "Tower- 3rd Floor West (Rooms # - #)" to form
How to request access, identify DPH Lab officials who approves access requests
Notify DPH LSS Manager of personnel approved for access
Complete LSS Floor training
Activate access

B. External customers/Law Enforcement

Prepare appropriate number of "Visitor- D.A.L." access cards for use
Apply 3 West and 3 East access to cards
Implement revised UMMS Security "Police Log" for sign-in/out and tracking of visitor access cards
Review revised Drug Analysis Lab visitor procedure with UMMS Security personnel

Information flyer for law enforcement personnel at UMMS Security Desk explaining access procedures using elevator, or stairwell exit if necessary (elevator down, emergency evacuation via 3 West and 3East)